



MEMO

Kiddie Kollege
Franklinville, Gloucester County
Medical Record Review Information
August 15, 2006

What is a medical record review?

A medical record review is a comprehensive examination of a medical chart. It involves reviewing notes written by physicians, nurses and other clinicians, as well as reviewing laboratory results.

Why is the NJ Department of Health and Senior Services (DHSS) requesting to review my/ my child's medical records?

A review of the medical records of children and adults who spent time at Kiddie Kollege will help determine if past potential exposure to mercury in the building resulted in adverse health outcomes. This medical record review will help also the DHSS determine if further studies are needed.

Will my/ my child's medical information be kept confidential?

Yes, every measure will be taken to protect the identities of those whose medical charts are reviewed. Your medical information will be kept in locked filing cabinets and names will be removed from all materials. After each chart is obtained, names will never be used to identify your medical information. A unique number will be used to identify each person rather than a name. Only the researchers working on this investigation will have access to your medical information. All medical information will be destroyed at the end of the investigation.

Do I have to participate?

No, participation is completely voluntary. Your decision will have no effect on your relationship with DHSS or your medical treatment.

I am willing to participate- what should I do?

Please sign the consent form to grant DHSS permission to view your medical records. DHSS will determine which medical records to review.

Who do I contact for more information?

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